

A regular meeting of the Bath Planning Board was called on 11-18-03 for the purpose of conducting regular business.

MEMBERS PRESENT

Bob Oxtan, Chair
Jim Harper, Vice Chair
Marjorie Hawkes
Richard Klingaman
Gordon Reed
James Hopkinson

MEMBERS ABSENT

Robin Haynes

STAFF PRESENT

Jim Upham, Planning Director
Marsha Hinton, Recording Secretary

Bob Oxtan, Chair, called the meeting to order in the third floor Council Chambers at 6:00 p.m. on Tuesday, November 18, 2003.

Minutes of November 4, 2003, meeting

Jim Harper stated that comments by a member of the public, Arnie Clay, were omitted from Item 4, Pre-Application Workshop in the November 4, 2003, meeting minutes. Mr. Harper recommended that Mr. Clay's comments with regard to the creative design concept and good utilization of the site should be added to page 4 of the November 4, 2003, meeting minutes under the public discussion section. Mr. Harper also recommended that comments by the Planning Board on Item 4, Pre-Application Workshop highlighting the good use of existing structures, the challenging site and creative design concept be added to the Planning Board discussion on page 5 of the November 4, 2003, meeting minutes.

JIM HARPER MOVED, SECONDED BY GORDON REED TO APPROVE THE MINUTES OF THE NOVEMBER 4, 2003, MEETING WITH THE AFORE MENTIONED COMMENTS.

UNANIMOUS APPROVAL

Minutes of November 15, 2003, special meeting

GORDON REED MADE A MOTION, SECONDED BY MARJORIE HAWKES, TO ACCEPT THE MINUTES OF THE NOVEMBER 15, 2003 SPECIAL MEETING AS SUBMITTED.

UNANIMOUS APPROVAL

Old Business:

None.

New Business:

Item 1

Request for Site Plan Approval – Filling permit; 52 Floral Street (Map 28, Lot 152); Elliot Mead, applicant.

The applicant stated that the request is to fill behind an existing house. The applicant added that the fill would be bound by a retaining wall, that it should not affect current runoff amounts, and would be contoured to facilitate drainage.

Jim Upham, City Planner stated that with regard to completeness of the plan there were still some items that have not been addressed by the site plan. Mr. Upham pointed out that the lot lines' courses were not on the plan, there was no cross section of the roadway around the back, no Setback and Yard Area lines, and no landscaping is shown on the plan. Mr. Upham added that he felt with a waiver of the property line courses and lines on the plan indicating Yard Areas and Setbacks it would be complete.

The Planning Board held discussion on lot lines and courses, landscaping, and the roadway.

JIM HARPER MADE A MOTION, SECONDED BY JIM HOPKINSON, WAIVE THE REQUIREMENTS OF SECTION 12.08, E, H, AND Q, AND TO FIND THE SITE PLAN TO BE COMPLETE.

UNANIMOUS APPROVAL

The Planning Board held discussion on drainage, intended use, materials to be used for the roadway, removal of trees, type of catch basins, slowing of run off with rip-rap and plunge pools, and proposed timeline for completion.

JIM HARPER MADE A MOTION, SECONDED BY GORDON REED THAT THE APPLICATION MEETS THE APPLICABLE STANDARDS OF ARTICLE 10 AND TO APPROVE THE REQUEST FOR SITE PLAN APPROVAL FOR A FILLING PERMIT AT 52 FLORAL STREET (MAP 28, LOT 152) AS SUBMITTED.

UNANIMOUS APPROVAL

Item 2

Pre-application Workshop – Construction of buildings; WingFarm Parkway (Map 24, Lot 5); Jan Martin Sr. and Jan Martin Jr., applicants.

Jim Upham stated that because this was a pre-application workshop the Planning Board was not required to hear comments from the members of the public, but he said that comments from the public may be useful to the applicant and asked that Bob Oxtan allow members of the public to be heard.

Chris Belanger, Site Lines, showed on a drawing the location of the proposed buildings, current lot lines, and proposed changes to the lot lines. Mr. Belanger discussed shared parking, handicapped access, traffic circulation, landscaping, proposed buildings, grading and drainage. Mr. Belanger stated that this was just a preliminary proposal and asked the Planning Board for their comments.

Bob Oxtan opened the meeting to members of the public who wished to comment. None being seen, Bob Oxtan closed the public portion of the meeting.

The Planning Board discussed grading, size of storage buildings, number of storage units, hours of operation, vehicle circulation, Town of West Bath approval, lighting, landscaping, elevations, drainage, external debris, building materials, color schemes, shared parking with Coastal Economic Development, the fact that the development will be a condominium and require that the subdivision plans be amended, dumpster screening and security measures.

Jessica Harnar, Executive Director for Coastal Economic Development, stated that there would be a written agreement with regard to shared parking.

Jim Upham explained that there would be several approvals which would be required when this project comes before the Planning Board as a formal request for site plan approval. First would be the subdivision plan, second the site plan, third a landscaping plan to allow the reduced Setback and Yard Area, and lastly shared parking. Mr. Upham reminded the Planning Board that the Town of West Bath would also need to approve this plan.

Chris Belanger informed the Planning Board that he would be presenting the site plan to the Town of West Bath's Planning Board on December 2, 2003.

Discussion was held by the Planning Board on the process of approval both for the City of Bath and the Town of West Bath.

Richard Klingaman commended the applicant on the proposal and the building materials selected for this project.

Other Business

Jim Upham, City Planner, distributed copies of the South End Urban Design Plan, Summary of Recommendations dated October 30, 2001. Mr. Upham asked that the Planning Board review this conceptual document for discussion and development into a matrix and eventually into action plans.

There being no further business to come before the Board, **RICHARD KLINGAMAN MOVED, SECONDED BY GORDON REED, THAT THE MEETING BE ADJOURNED.**

UNANIMOUS APPROVAL

APPROVAL

The meeting was adjourned at 7:10 p.m.

Minutes prepared by Marsha Hinton, Recording Secretary